

ACA GOVERNING COUNCIL MEETING

MINUTES

October 17-19, 1997

Call to Order

The ACA Governing Council meeting was called to order at 8:37 a.m., October 17, 1997, at the ACA Headquarters Office in Alexandria, Virginia. President Courtland C. Lee presided. Governing Council members present for all or part of the meeting were as follows:

Jackie M. Allen, ASCA
Loretta J. Bradley, ACA President-Elect
Brian Charlene, IAAOC
Edith V. Carlisle, IAMFC
Helen W. Champion, North Atlantic Region
Patricia B. Elmore, AAC
Jane Goodman, NCDA
Harold L. Hackney, ACES
Betty S. Hedgeman, ACA Treasurer
Robert P. Hosford, AMHCA
John L. Jaco, ACA Executive Director
Janice M. Jordan, ACA Parliamentarian
Charlene Kampfe, AADA
Courtland C. Lee, ACA President
Linda McGee, Western Region
Brian T. McMahan, ARCA
Marlene Rutherford Rhodes, AMCD
Gail P. Robinson, ACA Past President
Floyd Robison, ASGW
Emily Jean Runion, AHEAD
Suzanne Schmidt, Southern Region
Cynthia D. Sellers, ACCA
Virginia Sykes, ASERVIC
Christine Larson VanSlyke, Midwest Region
Gaynelle Wilson, NECA
Sandra L. Winborne, ACEG Observer

AGLBIC representative Rita Drapkin was unable to attend the meeting the AGLBIC was represented by Mark L. Pope.

Dr. David Wantz served as Process Observer to monitor the conduct of the meeting.

Other persons in attendance at the meeting as guests or observers included the following:

Donald Anderson, Chair, ACA Insurance Trust
Deryl Bailey, Member, ACA Professionalization Committee
Ted Farrar, ACA Insurance Trust
Jan Gallagher, President, Texas Counseling Association

Braden Goetz, ACA Director, Public Policy and Information
Richard Mozier, ACA Associate Executive Director for Finance and Operations
Carol Neiman, ACA Associate Executive Director for Professional Affairs
Paul Nelson, ACA Insurance Trust
Nancy Perry, ASCA Executive Director
Warren Throckmorton, AMHCA President
Linda Tysl, ACA Director, Center for Effective Counseling Practice
Cindy Welch, ACA Human Resources Manager
Millie Woleslagle, ACA Executive Assistant
Richard Yep, ACA Senior Associate Executive Director for Corporate Planning, Product
and Resource Development
Karl Zeswitz, ACA General Counsel

Parliamentarian's Remarks

Parliamentarian Janice Jordan called attention to the meeting rules and outlined the procedures for discussion and for voting that will be followed for the meeting. She discussed what constitutes a quorum and a majority for voting purposes. Dr. Jordan then responded to questions from the body.

Approval of AGLBIC for Division Status

President Lee advised the Governing Council that the Association for Gay, Lesbian, and Bisexual Issues in Counseling had applied to be a Division of the Association. He verified that AGLBIC has met the membership requirements for such status at this time.

It was moved by Goodman and seconded by Kampfe that: The Governing Council approve the application of the Association for Gay, Lesbian and Bisexual Issues in Counseling (AGLBIC) to become a Division of the American Counseling Association. Motion passed.

Upon the approval of this motion, the representative from AGLBIC, Mark Pope, was seated as an official voting representative to the Governing Council.

Approval of Agenda

It was moved by Robinson and seconded by Sykes that: The Agenda for the Meeting be approved. Motion passed.

Request was made that the Code of Leadership Ethics that had been adopted be re-considered at this meeting. It was agreed that this would be added to the "Discussion and Action" section of the Agenda.

Inquiry was made regarding adding several items to the agenda and it was determined that any such items would be discussed under new business.

Approval of Minutes from Past Meetings

It was moved by VanSlyke and seconded by Sellers that: The Governing Council approve the Minutes for the following meetings:

Governing Council, April 8-9, 1997
Executive Committee, May 24, 1997
Governing Council, June 3, 1997
Executive Committee, July 8, 1997
Executive Committee, July 23, 1997
Executive Committee, September 8, 1997

Question was raised regarding the April 1997 Governing Council Minutes concerning the action described on page 7 on Management Service Agreements. The feeling was expressed that the Minutes are not clear as they currently read.

As a result of the discussion, it was agreed that a sentence would be added to each of the two motions adopted at the bottom of page seven of the April 8-9, 1997 Governing Council Minutes to state: "At the request of Governing Council, this was moved to September 1, 1997."

Vote was called for on the motion, as amended, that: The Governing Council approve the Minutes for the following meetings: Governing Council-April 8-9, 1997; Executive Committee-May 24, 1997; Governing Council-June 3, 1997; Executive Committee-July 8, 1997; Executive Committee-July 23, 1997; and Executive Committee-September 8, 1997; with the change to the April 8-9, 1997 Governing Minutes to add to each of the two motions adopted at the bottom of page seven the statement: "At the request of Governing Council, this was moved to September 1, 1997."
Motion passed.

Reports

President Lee gave a brief summary of his activities to date and called attention to his written report.

Executive Director John Jaco commented briefly on some of the highlights of his written report.

It was moved by Robison and seconded by Sykes that: The Governing Council accept the written reports of the President, President-Elect, Past President and Executive director. Motion passed.

Financial Report

Treasurer Betty Hedgeman began her report by recalling the action of Governing Council in April 1997 calling for the publication of financial information in *Counseling Today*. She indicated that the Financial Affairs Committee will develop a statement and format for doing this. She stated that the Committee believes that publishing the information twice a year is sufficient. In response to a comment, Dr. Hedgeman stated that she will take back to the Committee the concern that such publication be done quarterly.

Dr. Hedgeman then went through the budget categories and discussed each of them. She also responded to numerous questions from the floor. In addition to specific budget figures and categories, the discussion and questions covered such areas as consulting fees, financial outcome of the World Conference, fund balance, final figures on FY 1997 budget, Management Service Agreements, possible effect of proposed Bylaws change, possibility of reduction/realignment of budget items, and financial reporting.

The discussion included many comments and opinions on possible continuing decline in membership and on some of the causes and possible solutions. Request was made that the Minutes show that the decrease in membership is affected by many factors, not just disaffiliation.

It was moved by Robinson and seconded by Pope that: The Governing Council accept the report of the Treasurer. Motion passed.

It was moved by Elmore and seconded by Kampfe that The ACA Treasurer will write quarterly reports to be published in *Counseling Today* regarding the financial position of ACA, including the fund balance of ACA. This will include an explanation and/or invitation to call the ACA Treasurer with questions. Motion passed.

It was moved by Rhodes and seconded by Robison that: The quarterly report on the budget be stated on a general and specific description basis with the caveat or statement to call the Treasurer with questions. It was agreed that this motion be approved by acclamation.

Moved by Elmore and seconded by Pope that: If a line item expense will exceed budget by greater than ten percent (10%), approval must be given by a three-fourth (3/4) majority of the ACA Executive Committee. Motion passed.

Executive Director Jaco reported on the breakdown of professional fees as directed by Governing Council policy. He responded to questions on various items. This report did not require any Governing Council action.

In concluding the discussion of financial matters, a request was made that the Minutes show that concern was expressed that the October 10th deadline for the Financial Affairs Committee reporting was not adhered to.

Report from ACA Millennium Commission

Brian Cahillane and Floyd Robison, Governing Council representatives to the ACA Millennium Commission reported to the Governing Council on the deliberations and recommendations of the Commission. They outlined how the Commission had functioned during its meeting and discussed the reasoning for the recommendations that had come from that meeting. They indicated that the intent is to present these recommendations to meetings of all entities of the Association to get input. It is hoped that a final report will come before the Governing Council for action at the March 1998 meeting of that body.

There was considerable discussion of the Commission's recommendations and many comments and suggestions were made. The intent of this report was to gain input to the Commission and no action was required by the Governing Council at this time.

Proposed Bylaws Change

President Lee called attention to the proposed Bylaws change and briefly outlined the intent of this change.

It was moved by Robison and seconded by Schmidt that: The Governing Council adopt the following resolution:

WHEREAS, The American Counseling Association is in the process of restructuring its governance procedures; and

WHEREAS, Division disaffiliation and other membership issues will likely be resolved by the re-structuring process; and

WHEREAS, The re-structuring process has the greatest likelihood of resolving these issues with the least amount of damage to ACA and to its members;

THEREFORE, BE IT RESOLVED, That Article II Section I.h) which requires divisional membership of ACA members and ACA membership of division members be deleted from the ACA Bylaws.

Motion passed by roll call vote (19 for; 5 against). The roll call vote was as follows:

| <u>For</u> | <u>Against</u> |
|--------------------------|-----------------|
| Jackie Allen (2 votes) | Patricia Elmore |
| Loretta Bradley | Charlene Kampfe |
| Brian Cahillane | Marlene Rhodes |
| Edith Carlisle (2 votes) | Virginia Sykes |
| Helen Chapman | Gaynelle Wilson |
| Jane Goodman | |
| Harold Hackney | |
| Robert Hosford | |
| Linda McGee | |
| Brian McMahan | |
| Mark Pope | |
| Gail Robinson | |
| Floyd Robison | |

Emily Runion
Suzanne Schmidt
Cynthia Sellers
Christine Larson VanSlyke

During the discussion of this motion, there were many comments and questions about the ramifications of this action. It was agreed that the change needs to be implemented very carefully and that a time line must be established to phase in the membership change. President Lee asked that there be developed a communication to be used in informing the membership of the Bylaws change, and that guidelines be drafted for the appointment of a task force to develop the implementation plan. Action is to be taken on the approval of both the communication and the task force guidelines before the Governing Council meeting adjourns. During the discussion it was requested that the Minutes reflect that the President is directed to instruct staff to not make negative statements when attending meetings of association entities.

It was moved by VanSlyke and seconded by Allen that: A communiqué be developed immediately to be disseminated to the membership through *Counseling Today* and any other means possible to announce the Governing Council action regarding the Bylaws amendment. Motion passed, and a subcommittee of the Governing Council was appointed to develop such a communiqué

Report from ACA Insurance Trust

Dr. Donald Anderson, Chair of the ACA Insurance Trust, reported to the Governing Council on the Trust's activities and programs. He noted the increase in liability insurance policies written and commented on the ways in which the Trust is working with ACA to enhance the insurance programs and to encourage membership in ACA. He responded to questions from the floor on various aspects of the Trust's activities. At the conclusion of his report, Dr. Anderson called attention to a proposed resolution that is being put forth for Governing Council action.

It was moved by Robinson and seconded by Bradley that: The Governing Council accept the following resolution:

WHEREAS, The ACA Insurance Trust was formed more than thirty years ago to provide Professional Liability Insurance for professional counselors and human development specialists; and

WHEREAS, The Trust in the past twenty years has increased the number of people insured from 7,000 to 24,127 which consistently attracts new members to the American Counseling Association; and

WHEREAS, The Trust has been constant in providing timely response to those who are insured, in developing and promoting workshops and publications addressing ways to lower risk, advising on how to prevent liability lawsuits, and providing stable pricing and coverage tailored to professionals needs; and

WHEREAS, The Trust, as an independent organization, receives no financial support from the American Counseling Association; and

WHEREAS, The Trust uses its revenue to pay for its administrative and operational expenses and royalties are paid to the American Counseling Association for its sponsorship; and

WHEREAS, The Trust has provided significant amounts of revenue for projects that enhance the practice of professional counselors; and

WHEREAS, The Trust has provided significant financial contributions to the ACA Foundation; and

WHEREAS, The Trust has provided financial aid to the American Counseling Association during fiscal crises; and

WHEREAS, The Trust promotes and encourages membership in the American Counseling Association and is recognized by the members as one of the primary benefits of membership; and

WHEREAS, The Trust recognized a decline in membership renewals in the American Counseling Association for persons insured by the Trust; and

WHEREAS, The Trust staff has assisted the staff of the American Counseling Association in assuring that persons insured by the Trust remain active members in the American Counseling Association;

THEREFORE, BE IT RESOLVED, That the ACA Governing Council recognizes the ACA Insurance Trust for its historical and continued support of the counseling profession and the American Counseling Association; and

BE IT FURTHER RESOLVED, That the ACA Insurance Trust is commended for its continued support in membership development and retention; and

BE IT FURTHER RESOLVED, That as we move into the 21st Century, the American Counseling Association and the ACA Insurance Trust will (shall) work together in new and innovative ways to strengthen the partnership that has been its historical foundation.

Motion passed unanimously.

Resolution on Military Exhibitors at ACA Programs

Attention was called to the proposed resolution concerning Military exhibitors at ACA programs. There was considerable discussion of this topic and opinions expressed both for and against the proposed resolution.

It was moved by Robison and seconded by Kampfe that: The ACA Governing Council adopt the following resolution with reference to exhibits by the United States Armed forces at the ACA World Conference and other ACA programs and function:

WHEREAS, Article XIV of the ACA Bylaws specifies that the Association shall not discriminate against any individual on the basis of gender or sexual orientation; and

WHEREAS, Section 20.26 (Exhibit Guidelines) of the ACA Policies and Procedures Manual specifies that exhibitors at ACA meetings must agree in writing that they will abide by the Association's nondiscrimination policy; and

WHEREAS, Section 20.26 of the ACA Policies and Procedures Manual specifies that the Association reserves the right to bar any exhibit which it believes to be injurious to the purposes of the Association; and

WHEREAS, Representatives of the United States Armed Forces (i.e., the United States Army, Navy, Air Force, National Guard, Coast Guard, Marines) are regular exhibitors at the annual ACA World Conference; and

WHEREAS, Published reports have identified continuing discrimination by the branches of the United States Armed Forces against gay, lesbian, and bisexual individuals through discriminatory recruitment policies, and dismissal or disciplining of these individuals currently in the Armed Forces solely on the basis of their sexual orientation; and

WHEREAS, Representatives of the branches of the Armed Forces have stated that gay, lesbian, and bisexual servicepersons may be discharged or disciplined solely on the basis of acknowledging their sexual orientation (i.e., "don't ask, don't tell" policy); and

WHEREAS, Published reports have identified several incidents in which the Armed Forces have engaged in discriminatory practices toward women who are trainees, enlisted servicepersons, and officers; and

WHEREAS, This continuing discrimination of gay, lesbian, and bisexual individuals, and female servicepersons, is inconsistent with the Association's nondiscrimination policy set forth in Bylaws Article XIV and Section 20.26 of the Association's Policies and Procedures;

THEREFORE, BE IT RESOLVED, That the Association will refuse to enter into contracts with any branch of the United States Armed Forces to provide exhibits at the ACA World Conference, or at any ACA program or function, until that branch of the Armed Forces adopts and adheres to a policy of nondiscrimination against individuals based on sexual orientation; and

BE IT FURTHER RESOLVED, That the Association will refuse to enter into contracts with any branch of the United States Armed Forces to provide exhibits at the ACA World Conference, or at any ACA program or function, until that branch of the Armed Forces adopts and adheres to a policy of nondiscrimination against female recruits, trainees and servicepersons.

Motion defeated by roll call vote (3 for; 20 against; 1 abstain). The roll call vote was as follows:

| <u>For</u> | <u>Against</u> | <u>Abstain</u> |
|-----------------|---------------------------|-----------------|
| Charlene Kampfe | Jackie Allen (2 votes) | Brian Cahillane |
| Mark Pope | Loretta Bradley | |
| Floyd Robison | Edith Carlisle (2 votes) | |
| | Helen Chapman | |
| | Patricia Elmore | |
| | Jane Goodman | |
| | Harold Hackney | |
| | Robert Hosford | |
| | Linda McGee | |
| | Brian McMahon | |
| | Marlene Rhodes | |
| | Gail Robinson | |
| | Emily Runion | |
| | Suzanne Schmidt | |
| | Cynthia Sellers | |
| | Virginia Sykes | |
| | Christine Larson VanSlyke | |
| | Gaynelle Wilson | |

During the discussion on the motion, the suggestion was put forth that there may be better ways to attempt to influence policy relating to discrimination. As a result of the discussion, a substitute action was suggested.

It was moved by Goodman and seconded by Pope that: ACA use income equivalent to funds received from Armed Forces exhibits at the World Conference for the Human Rights Committee to use to oppose the Armed Services discriminatory policies, in consultation with the Public Policy and Legislation Committee. Motion passed.

Definition of Professional Counseling

President Lee introduced Deryl Bailey, a member of the Professionalization Committee, to present the proposed Definition of Professional Counseling that had been developed by the Committee.

Moved by Sykes and seconded by Robison that: The Governing Council adopt the definition of Professional Counseling as submitted by the Professionalization Committee.

It was moved by Allen and seconded by Pope that: A substitute motion be approved to state that the Governing Council adopt the following definition of Counseling: "Counseling is a process of helping people by assisting them in making decisions and changing behavior." Motion defeated.

It was then moved by Hosford and seconded by Rhodes that: The definition of counseling be sent back to the Professionalization Committee and that they be asked to re-examine it. Motion defeated.

There was further discussion of the motion on the floor and some changes in the wording were suggested and agreed to by the body.

At the conclusion of the discussion, vote was called for on the motion by Sykes and seconded by Robison, as amended, that: The Governing Council adopt the definition of Professional Counseling as submitted by the Professionalization Committee and refined by the Governing Council. Motion passed by roll call vote (22 for; 2 against). The Definition of Professional Counseling as adopted by this motion is as follows:

The Practice of Professional Counseling: The application of mental health, psychological, or human development principles, through cognitive, affective, behavioral or systemic intervention strategies, that address wellness, personal growth, or career development, as well as pathology.

The roll call vote was as follows:

| <u>For</u> | <u>Against</u> |
|---------------------------|-----------------|
| Jackie Allen (2 votes) | Robert Hosford |
| Loretta Bradley | Suzanne Schmidt |
| Brian Cahillane | |
| Edith Carlisle (2 votes) | |
| Helen Chapman | |
| Patricia Elmore | |
| Jane Goodman | |
| Harold Hackney | |
| Charlene Kampfe | |
| Linda McGee | |
| Brian McMahan | |
| Mark Pope | |
| Marlene Rhodes | |
| Gail Robinson | |
| Floyd Robison | |
| Emily Runion | |
| Cynthia Sellers | |
| Virginia Sykes | |
| Christine Larson VanSlyke | |
| Gaynelle Wilson | |

Definition of Professional Counseling Specialty

The Governing Council next turned its attention to the proposed definition of Professional Counseling Specialty that had been submitted by the Professionalization Committee. There was some discussion of the definition and agreement was reached for some change in wording.

It was moved by Kampfe and seconded by Runion that The Governing Council adopt the definition of a Professional Counseling Specialty as submitted by the Professionalization Committee and refined by the Governing Council. Motion passed by roll call vote (13 for; 10 against; 1 abstain). The Definition of a Professional Counseling Specialty as adopted by this motion is as follows;

Professional Counseling Specialty: A Professional Counseling Specialty is narrowly focused, requiring advanced knowledge in the field founded on the premise that all Professional Counselors must first meet the requirements for the general practice of professional counseling.

The roll call vote was as follows:

| <u>For</u> | <u>Against</u> | <u>Abstain</u> |
|-----------------|--------------------------|-----------------|
| Loretta Bradley | Jackie Allen (2 votes) | Patricia Elmore |
| Brian Cahillane | Edith Carlisle (2 votes) | |
| Helen Chapman | Jane Goodman | |
| Harold Hackney | Robert Hosford | |
| Brian McMahan | Charlene Kampfe | |
| Mark Pope | Linda McGee | |
| Marlene Rhodes | Suzanne Schmidt | |
| Gail Robinson | Gaynelle Wilson | |
| Floyd Robison | | |
| Emily Runion | | |
| Cynthia Sellers | | |

Virginia Sykes
Christine Larson VanSlyke

Executive Session

It was moved by Schmidt and seconded by Pope that: The agenda be temporarily suspended and that Governing Council go into Executive Session to deal with management issues that arose at this meeting. Motion passed, and the Governing Council moved into Executive Session.

Proposed Bylaws Change

Following the Executive Session, President Lee called upon the group that had formulated a proposal for notification of the membership of the Bylaws change. This included information on the implications of the change, as well as a time line for it to become effective.

It was moved by Hackney and seconded by Pope that: All membership renewals and new membership subscriptions will reflect the Bylaws change on July 1, 1998. Motion passed. It was agreed that this action will be added to the Communiqué that had been developed by the Governing Council subcommittee. Thus, by Governing Council action, the wording of the Communiqué that will be used to disseminate the information on the Bylaws change is as follows:

Communiqué: ACA Changes Bylaws

On Saturday, October 18, 1997, the American Counseling Association (ACA) Governing Council voted, 19 in favor and 5 against, to delete the following section of the Bylaws: Article II, Section 1(h), "Individuals who belong to ACA must also be members of at least one Division or Organizational Affiliate. Members of Divisions or Organizational Affiliates must be members of ACA."

As a result of this action, the following membership options will be available:

1. to join ACA only;
2. to join one or more Divisions only; and
3. to join ACA and one or more Divisions.

The current membership options in Branches will not be affected by this action.

A Transition Team will outline and recommend specific steps for effective change.

All membership renewals and new membership subscriptions will reflect the Bylaws change on July 1, 1998.

Code of Leadership Ethics

This item had been added to the agenda at the beginning of the meeting, when the agenda was approved. This Code was approved by the Governing Council at its April 1997 meeting, and the request was to reconsider it.

It was moved by Elmore and seconded by Sykes that: The name of the Code of Leadership Ethics of the American Counseling Association be changed to the Code of Leadership of the American Counseling Association, and that all paragraphs be revised deleting the words "ethical" and "ethics", and that the last line of paragraph one be rewritten as follows: "The specification of this code enables the association to clarify to its leaders and members the nature of the responsibilities held in common by the leaders." Motion passed.

Proposal for an Ethics Adjudication Panel

It was noted that in today's climate, the number of potential complaints that may be filed is likely to exceed the ability of the Ethics Committee to hear. Therefore, it seems desirable to establish a pool of persons who could be called on to adjudicate ethics complaints. The proposal before the Governing Council called for this pool to be selected from members close enough to meet at ACA headquarters. In the discussion, the

feeling was expressed that there should be a way to assure that all regions are represented in the pool. There was also discussion of how adjudication panel members would be trained. There was also a question of financial ramifications of such a panel, and it was suggested that the intent be to not spend money on this panel during the remainder of the current fiscal year.

It was moved by Robinson and seconded by Goodman that: The Governing Council moves to establish a pool of members to make up an Ethics Adjudication Panel. Motion passed.

Endorsement of Multicultural/Diversity Agenda

Attention was called to the Multicultural/Diversity Agenda that had been developed during the Multicultural Summit meeting in August. This agenda has been submitted to the Governing Council for endorsement. There was much discussion around what endorsing the agenda would mean, whether any time lines were indicated, and particularly whether there are financial implications. There was a feeling that this agenda not be endorsed until the financial implications are known.

It was moved by Bradley and seconded by Pope that: The Governing Council accepts the report of the Multicultural/Diversity Leadership Summit. Motion passed.

Proposed Policy and Role for ACA on Consensus Social Issues

It was noted that ACA currently does not have a policy for handling consensus social issues. A brief history was given that the issue of consensus and non-consensus social issues was discussed several years ago but that there is no definitive policy. This matter had been placed on the agenda as the result of a discussion held by the Advisory Committee at its August meeting. Discussion of this proposal indicated that there is a lack of clarity of just what such a policy would accomplish.

It was moved by Rhodes and seconded by Robinson that: A policy on consensus social issues be developed, and that this issue be referred to the Human Rights Committee with the charge to develop such a policy and submit to the Governing Council for action. Motion passed.

Proposed Bylaws Change

President Lee read to the group the proposal that had been developed for the composition and charge to the Transition Team to implement the Bylaws change.

It was moved by Allen and seconded by Hackney that: The Governing Council approve the charge for the Transition Team for implementation of the Bylaws change as developed by the Governing Council subcommittee. Motion passed. The charge as approved by this motion are as follows:

Voluntary Membership Transition Team

Governing Council Charge

1. The ACA President, President-Elect, and Past President will appoint a Transition Team by December 1, 1997, using the following criteria to guide their appointments of team members:
 - a. the team shall include a maximum of five ACA members;
 - b. team members shall possess expertise in organization development and management;
 - c. team members shall possess knowledge of ACA culture and history;
 - d. team members shall not possess known political motivation for participating on the team and shall be selected based on a high likelihood that they will exhibit objectivity in their recommendations;
 - e. team members will have had at least three years of service to ACA or its entities.
2. The Transition Team shall have the authority to perform the following tasks:
 - a. identify relevant issues and needed organizational changes pertaining to voluntary ACA membership;
 - b. consult with Executive Committee members, Financial Affairs Committee, Governing Council members, Executive Management Team members, members of

- relevant ACA committees, and leaders of ACA entities, to obtain their viewpoints on relevant issues and needed organizational changes, and their ideas for carrying out those changes;
- c. integrate and organize issues, needed changes and change strategies suggested by Executive Committee, Governing Council, Executive Management Team, ACA committee members, entity leaders, and the Transition Team;
 - d. direct the Executive Director to develop viable alternatives to address identified issues and needed changes, that incorporate change strategies suggested by ACA leaders in 2.b.;
 - e. report findings and recommend specific actions to the Governing Council via written reports. An initial report on the team's progress and outcomes to date, will be submitted to the Governing Council no later than February 1, 1998. A second report on the team's progress and actions to date will be submitted no later than March 28, 1998. A final report on the team's findings and recommendations will be submitted no later than June 1, 1998. The team shall cease functioning on July 1, 1998.
3. In developing an action plan, the Transition Team will facilitate the smoothest transition possible to a voluntary membership, one that will minimize the overall negative impact on all entities, provide clear options for relationships of current divisions with ACA, and promote the greatest possible levels of philosophical connectedness between ACA and entities.

Reporting of Governing Council Actions

It was moved by Chapman and seconded by Goodman that: A list of motions be provided to Governing Council members separate from as well as included in the Minutes. At the beginning of the next Governing Council meeting, a report from appropriate people to the level of implementation of the motion shall be provided. If implementation is impossible as stated, a conference call with Governing Council to clarify the motion and provide direction must take place. Motion passed.

Remaining Agenda Items

It was moved by Chapman and seconded by Robinson that: The remaining agenda items be sent to the Executive Committee for action. Although no vote was taken, no objection was raised to handling the remaining agenda items in this way.

Next Governing Council Meeting

The President announced that the next Governing Council meeting is scheduled to be held in Indianapolis, Indiana, March 26 and 27, 1998.

Recognition of Process Observer

Request was made that the Minutes reflect a very strong appreciation to Dr. David Wants, who serves as Process Observer, for his contribution to the conduct of the meeting.

Adjournment

The meeting of the ACA Governing Council was adjourned at 11:10 a.m., on October 19, 1997.

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